TABLE OF CONTENTS

	Section
Eligibility Determinations	63-500
Resource Determinations	63-501
Definition of Resources	.1
Joint Ownership	.2
Exclusions from Resources	.3
Handling of Excluded Funds	.4
Resource Values	.5
Transfer of Resources	.6
Resources of Nonhousehold Members	.7
Resources of Excluded Household Members	.8
Income, Exclusions and Deductions	63-502
Income Definition	1
Income Definition	.1 .2
Income Deductions	.3
income Deductions	.0
Determining Household Eligibility and Benefit Levels	63-503
Month of Application	.1
Determining Resources, Income and Deductions	.2
Calculating Net Income and Benefit Levels	.3
Households with Special Circumstances	.4
Failure to Comply with Another Assistance Program-s Requirements	.5
Homeless Food Stamp Households	.6
Certified Monthly Reporting Households	
Applying for Aid in a New County	.7
Household Contification	62 504
Household Certification	63-504
Certification Periods	.1
Notice of Action	.2
Monthly Reporting	.3
Effecting Changes for Nonmonthly Reporting Households	.4
Procedures for Households Changing Their	
Reporting and Budgeting Status	.5
Recertification of All Households	.6
Identification (ID) Cards	.7
Photo ID Cards/Systems	.8

TABLE OF CONTENTS (Continued)

	Section
Household Responsibilities	63-505
Household Cooperation	.1
Monthly Reporting/Retrospective Budgeting Households	.2
Reported Information for Monthly Reporting Households	.3
Verification Responsibilities For Monthly Reporting	
Households	.4
Reporting Changes For Households Excluded from Monthly	
Reporting Requirements	.5
Exclused Resources and/or Income of Native Americans	
or Alaska Natives	63-506
Resources and/or Income Excluded by Other Federal Laws	63-507

FOOD STAMP REGULATIONS	
ELIGIBILITY DETERMINATIONS	63-501.113

63-500 ELIGIBILITY DETERMINATIONS

63-500

63-501 RESOURCE DETERMINATIONS

63-501

The CWD shall apply the uniform national resource standards of eligibility to all applicant households, except as specified in Sections 63-301.7 and .82.

.1 Definition of Resources

Regulations

In determining the resources of a household, the following shall be included and documented by the CWD in sufficient detail to permit verification:

- .11 Liquid resources, such as cash on hand, money in checking or savings accounts, savings certificates, trust deeds, notes receivable, stocks or bonds, non-recurring lump sum payments, funds held in individual retirement accounts (IRAs) and funds held in accessible Keogh plans.
 - .111 A nonrecurring lump sum payment includes, but is not limited to, income tax refunds, rebates or credits; retroactive lump-sum social security, railroad retirement benefits, or other payments; retroactive payments from the approval of an application for any assistance program; court ordered retroactive payments for any assistance program; supplemental or corrective payments received for a previous month from any assistance program; lump-sum insurance settlements; or refunds of security deposits on rental property or utilities. These payments shall be counted as resources in the month received, unless specifically excluded from consideration as a resource by other Federal law as specified in Section 63-501.3(l), Section 63-506, or Section 63-507.
 - .112 Accessible Keogh plans are those which are established solely between household members.
 - .113 In counting resources of households with IRAs or accessible Keogh plans, the CWD shall include the total cash value of the account or plan minus the amount of the penalty (if any) that would be exacted for the early withdrawal of the entire amount in the account or plan.

CALIFORNIA-DSS-MANUAL-FS

MANUAL LETTER NO. FS-95-05

Effective 9/11/95

63-501

.12 Nonliquid resources, such as personal property, licensed and unlicensed vehicles, buildings, land, recreational properties, and any other property, provided that these resources are not specifically excluded under Section 63-501.3. The value of nonexempt resources, except for licensed vehicles as specified in Section 63-501.52, shall be its equity value. The equity value is the fair market value less encumbrances.

.2 Joint Ownership

- Resources owned jointly by separate households (including non-food stamp households) shall be considered available in their entirety to each household, unless it can be demonstrated by the applicant household that such resources are inaccessible to that household. If the household can demonstrate that it has access to only a portion of the resource, the value of that portion of the resource shall be counted toward the household's resource level. The resource shall be considered totally inaccessible to the household if the resource cannot practically be subdivided and the household's access to the value of the resource is dependent on the agreement of a joint owner who refuses to comply. A resource cannot be practically subdivided if the financial value of the proportionate share would be significantly reduced by sale of only the subdivision. Resources owned jointly by household members and persons in the household who are disqualified or ineligible aliens (who would otherwise be household members) shall be considered available to the household, as required by Section 63-503.44.
- .22 If a resource is jointly held by members of the same food stamp household and one of the members is receiving PA and the other is not receiving PA, then exclude the amount that was counted in determining the PA eligibility.

63-501.3(d) (Cont.)

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

.3 Exclusions from Resources

In determining the resources of a household, only the following shall be excluded:

- (a) The home and surrounding property which is not separated from the home by intervening property owned by others. Public rights of way, such as roads which run through the surrounding property and separate it from the home, will not affect the exemption of the property. The home and surrounding property shall remain exempt when temporarily unoccupied for reasons of employment, training for future employment, illness, or uninhabitability caused by casualty or natural disaster, if the household intends to return. Households that currently do not own a home, but own or are purchasing a lot on which they intend to build or are building a permanent home, shall receive an exclusion for the value of the lot and, if it is partially completed, for the home.
- (b) Households goods, personal effects, including one burial plot per household member, the cash value of life insurance policies, the cash value of pension plans or funds, and Keogh plans which involve a contractual relationship with individuals who are not household members.
- (c) Licensed vehicles shall be excluded as specified in Section 63-501.52. The exclusions shall apply to:
 - (1) unlicensed vehicles on those Indian reservations that do not require vehicles driven by tribal members to be licensed:
 - (2) licensed vehicles used by ineligible aliens or disqualified persons whose resources are considered available to the household.
- (d) Property which annually produces income consistent with its fair market value, even if only used on a seasonal basis. Such property shall include rental homes and vacation homes.

CALIFORNIA-DSS-MANUAL-FS

MANUAL LETTER NO. FS-95-02

This page is intentionally left blank.

63-501.3(e) (Cont.)

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

HANDBOOK BEGINS HERE

To determine if property is producing income consistent with its fair market value, the CWD may contact local realtors, local tax assessors, the Small Business Administration, Farmer's Home Administration, or other similar sources. Newspaper classified advertisements can also be used as a resource.

All findings/determinations should be documented in the case file.

HANDBOOK ENDS HERE

(e) Property which is essential to the employment or self-employment of a household member.

HANDBOOK BEGINS HERE

(1) Property may be farmland or work-related equipment, such as the tools of a tradesman or the machinery of a farmer.

HANDBOOK ENDS HERE

(2) Resources of a business that are identifiable, such as funds in a checking or savings account, whether maintained exclusively for business purposes or commingled with nonexcluded funds, shall be excluded from resources to the extent that the funds represent averaged self-employment income and the funds necessary to produce that income, for the period of time over which the funds have been averaged as specified in Section 63-503.412.

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

HANDBOOK BEGINS HERE

(A) For example:

A farmer receives gross income of \$4500 from the sale of his crop. This money is deposited into his joint business/personal checking account which already contains \$500 in personal funds. The personal funds are an includable resource for food stamps because they are not essential to the farmer's business. The \$4500 is not includable as a resource for two reasons. First, the gross amount less expenses of \$1500 has already been counted as income in accordance with Section 63-503.41. \$250 has been determined as the monthly average of the net annual income, \$3000 (\$3000 divided by 12 months). Secondly, the money is essential to the farmer's business.

HANDBOOK ENDS HERE

- (3) When a household member ceases to be self-employed in farming, property which was essential to this self-employment will continue to be excluded as a resource for a period of one year from the date of termination.
- (f) Installment contracts for the sale of land or buildings if the contract or agreement is producing income consistent with its fair market value. The exclusion shall also apply to the value of the property sold under the installment contract, or held as security in exchange for a purchase price consistent with the fair market value of that property.

The full value of trust deeds and notes receivable shall be considered exempt liquid resources provided that the household receives income from the trust deed or note receivable that is consistent with its fair market value. The interest portion of the repayment of these transactions shall be counted as unearned income to the household in accordance with Section 63-502.125. The principal portion of the repayment shall be treated as a nonexcluded resource and added to the household's resource level. If the payments are for interest only, then it shall be determined whether that amount represents an appropriate rate of return on the transaction.

63-501

If the CWD determines the rate of return is not consistent with interest rates normally charged in similar business transactions, then the resource shall not be exempted. Installment contracts, trust deeds, and notes receivable shall lose their exempt status when sold.

- (g) Any governmental payments which are designated for the restoration of a home damaged in a disaster, if the household is subject to a legal sanction if the funds are not used as intended. Such payments shall not be limited to those made by the Department of Housing and Urban Development through the individual and family grant program, disaster loans, or grants made by the Small Business Administration.
- (h) Resources which have a cash value that is not accessible to the household, such as, but not limited to:
 - (1) Irrevocable trust funds.

Any funds in a trust or transferred to a trust, and the income produced by that trust, shall be considered inaccessible to the household if all of the following are met:

- (A) The trustee administering the funds is either:
 - 1. A court, or an institution, corporation or organization which is not under the direction or ownership of any household member; or,
 - 2. An individual appointed by the court who has court imposed limitations placed on his/her use of the funds which meet the requirements of Section 63-501.3(h);
- (B) The funds held in irrevocable trust are either:
 - 1. Established from the household's own funds if the trustee uses the funds solely to make investments on behalf of the trust or to pay the educational or medical expenses of any person named by the household creating the trust; or,
 - 2. Established from non-household funds by a non-household member regardless of how these funds will be used;
- (C) The trust investments do not directly involve or assist any business or corporation under the control, direction or influence of a household member;
- (D) The trust arrangement will not likely cease during the certification period; and,
- (E) No household member has the power to revoke the trust arrangement or change the name of the beneficiary during the certification period.

63-501

- (2) Security deposits on rental property or utilities,
- (3) Property in probate,
- (4) Real property which the household is making a good faith effort to sell at a reasonable price and which has not been sold. and
- Property, other than financial instruments (stocks, bonds, legally binding promissory notes, etc.) or vehicles, which if sold or otherwise disposed would be unlikely to produce Aany significant amount of funds@ or Asignificant return@ for the support of the household.
 - (A) AAny significant amount of funds@ shall be funds amounting to one-half or more of the applicable resource limit for the household.
 - (B) ASignificant return@ shall be any return, after estimated costs of sale or disposition, and taking into account the ownership interest of the household, that is estimated to be one-half or more of the applicable resource limit for the household.

HANDBOOK BEGINS HERE

Example (1):

A household has inherited a 1/8 interest in a timeshare. The property is not in probate as specified in Section 63-501.3(h)(3), nor has there been an attempt to sell it as specified in Section 63-501.3(h)(4). The estimated value (by an appraiser) is \$10,000. The cost of selling the timeshare is \$1000. The households 1/9 share of the timeshare is valued at \$1250 minus 1/8 of the cost to sell, \$125. The net share of \$1125 is \$125 over one-half the resource limit of \$2000. Therefore, since the net value of the property to the household is greater than one-half the resource limit for the household, the full amount, \$1125, is countable in the resource determination for the household.

Example (2):

The estimated value (by the appraiser) of the property indicated in Example (1) is \$10,000. However, the cost of selling the timeshare is \$2200. The household-s 1/8 share of the timeshare is valued at \$1250 minus 1/8 of the cost to sell, \$275. The net share of \$975 is \$25 less than one-half the resource limit of \$2000. Therefore, since the net value of the property to the household is less than one-half the resource limit for the household, the full amount of the net value, \$975, is excluded in the resource determination for the household.

HANDBOOK ENDS HERE

FOOD STAMP REGULATIONS ELIGIBILITY DETERMINATIONS

63-501 (Cont.)

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

- (6) If information is questionable, as defined in Section 63-300.53, verification shall be obtained through a collateral contact or documentation.
- (i) Resources, such as those of students or self-employed persons, which have been prorated as income. (See Section 63-503.212(b) on determining and averaging income and Section 63-503.41 on the treatment of self-employment income.)
 - (1) Where an exclusion applies to the use of a resource by or for a household member, the exclusion shall also apply to the use of a resource by or for an ineligible alien or a disqualified person whose resources are considered available to the household.
- (j) Resources and/or income of Native Americans and Alaska Natives as specified in Section 63-506.
- (k) Resources and/or income that are specifically excluded for food stamp purposes by any other federal statute as specified in Section 63-507.

CALIFORNIA-DSS-MANUAL-FS

MANUAL LETTER NO. FS-96-02

Effective 5/1/96

This page is intentionally left blank.

63-501.3(m) (Cont.)

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

- (l) Earned Income Tax Credits (EITC) payments shall be excluded as follows:
 - (1) A federal EITC payment received either as a lump sum or as payments under Section 3507 of the Internal Revenue Code for the month of receipt and the following month for the individual and that individual's spouse.
 - (2) Any federal, state or local EITC payment received by any household member shall be excluded for 12 months, provided the household was participating in the Food Stamp Program at the time of receipt of the earned income tax credit and provided the household participates continuously during that 12-month period. Continuous participation includes breaks in participation of one month or less due to administrative reasons, such as delayed recertifications or missing or late CA 7s.
 - (3) The following provisions apply to both Sections 63-501.3(l)(1) and (2).
 - (A) If the pay stub does not indicate an EITC advance payment was received, no further action is required.
 - (B) If it is unclear from the pay stub what amount of EITC advance payment the recipient received, the CWD shall obtain clarification from the recipient and contact the employer if necessary to obtain the amount.
- (m) At the time of application, any resources of a woman or women with children who are temporarily residing in a shelter for battered women and children shall be considered inaccessible if;

This page is intentionally left blank.

FOOD STAMP REGULATIONS ELIGIBILITY DETERMINATIONS

63-501.3(p) (Cont.)

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

- (1) the resources are jointly owned by the resident and member(s) of the former household from which the resident fled, and
- (2) the resident's access to such resources requires the consent of both the resident and the member(s) of the former household.
- (n) Non-liquid asset(s) against which a lien has been placed as a result of taking out a business loan and the household is prohibited by the security or lien agreement with the lien holder (creditor) from selling the asset(s).
- (o) Resources of any household member receiving PA. If a resource is jointly held by a Food Stamp household member who is receiving PA and a Food Stamp household member who is not receiving PA, then exclude the amount that was counted in determining the PA eligibility.
- (p) Property, real or personal, to the extent that it is directly related to the maintenance or use of a vehicle excluded under Sections 63-501.521(a), (b) or (f). Only that portion of real property determined necessary for maintenance or use is excludable under this provision.

Regulations

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

HANDBOOK BEGINS HERE

(1) For example, a household which owns a produce truck to earn its livelihood may be prohibited from parking the truck in a residential area. The household may own a 100-acre field and use a quarteracre of the field to park and/or service the truck. Only the value of the quarteracre would be excludable under this provision, not the entire 100-acre field.

HANDBOOK ENDS HERE

- .4 Handling of Excluded Funds
 - .41 Excluded funds that are kept in a separate account, and that are not commingled in an account with nonexcluded funds, shall retain their resource exclusion for an unlimited period of time.

FOOD STAMP REGULATIONS ELIGIBILITY DETERMINATIONS

63-501.51

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

- .42 Resources of students and self-employed household members which are excluded in accordance with Section 63-501.3(i) and are commingled in an account with nonexcluded funds, shall retain their exclusion only for the period of time over which they have been prorated as income.
- .43 All other funds excluded as resources which are commingled in an account with nonexcluded funds shall retain their exemption only for six months from the date they are commingled. After six months from the date of commingling, all funds in the commingled account shall be counted as a resource.

.5 Resource Values

The value of nonexcluded resources, except licensed vehicles as specified in Section 63-501.52, shall be their equity value. The equity value is the fair market value less encumbrances.

.51 Fair Market Value of Vehicles.

This page is intentionally left blank.

63-501

- .511 The fair market value of automobiles, trucks and vans shall be determined by the value of those vehicles as listed in publications written for the purpose of providing guidance to automobile dealers and loan companies. Publications listing the value of vehicles are usually referred to as "blue books". The CWD shall insure that the blue book used to determine the value of vehicles has been updated within the last six months. The CWD shall assign the wholesale value to vehicles. If the term "wholesale value" is not used in a particular blue book, the CWD shall assign the listed value which is comparable to the wholesale value. The CWD shall not increase the basic value of a vehicle by adding the value of low mileage or other factors such as optional equipment or special equipment for the handicapped. If a new vehicle is not yet listed in the blue book, the CWD shall determine the wholesale value through some other means, such as contacting a car dealer which sells that make of vehicle and asking how much the dealership would offer the household for the car.
- .512 To determine the most appropriate value of a vehicle, the CWD shall obtain from the applicant and/or the vehicle's registration card, the vehicle's year, make, model, and number of doors. If the information for these four items is incomplete, the CWD shall use the lowest blue book value listed to the extent that the vehicle has been identified.
- .513 A household may indicate that for some reason, such as body damage or inoperability, a vehicle is in less than average condition. Any household which claims that the blue book value does not apply to its vehicle shall be given the opportunity to acquire verification of the true value from a reliable source. Also, households shall be asked to acquire verification of the value of licensed antique, custom made, or classic vehicles, if the CWD is unable to make an accurate appraisal. If a vehicle is no longer listed in the blue book, the household's estimate of the value of the vehicle shall be accepted, unless the CWD has reason to believe the estimate is incorrect. In that case, and if it appears that the vehicle's value will affect eligibility, the household shall obtain an appraisal or produce other evidence of its value, such as a tax assessment or a newspaper advertisement which indicates the amount for which like vehicles are being sold.

63-501

HANDBOOK BEGINS HERE

.514 HANDBOOK

EXAMPLE OF BLUE BOOK LISTING -- SEE HARD COPY MANUAL FOR ACTUAL EXAMPLE

HANDBOOK ENDS HERE

.52 Handling of Licensed Vehicles.

The value of licensed vehicles of household members shall be excluded or counted as a resource as specified in Sections 63-501.521 through .524. The provisions for excluding or counting licensed vehicles shall also apply to ineligible aliens or disqualified individuals whose resources are considered available to the household, in accordance with Section 63-503.44, and unlicensed vehicles on those Indian reservations that do not require vehicles driven by tribal members to be licensed. (See Table I, Determining Value of Licensed Vehicles)

- .521 The entire value of any licensed vehicle shall be excluded if the vehicle meets any of the following conditions:
 - (a) Used primarily (over 50 percent of the time the vehicle is used) for incomeproducing purposes such as, but not limited to, a taxi, truck or fishing boat;
 - (b) Annually producing income consistent with its fair market value, even if used only on a seasonal basis;
 - (c) Necessary for long distance travel, other than daily commuting, that is essential to the employment of a household member; for example, the vehicle of a traveling sales person or a migrant farm worker following the work stream;
 - (d) Used as the household's home and, therefore, excluded under Section 63-501.3(a).

63-501

- (e) Necessary to transport a physically disabled household member, including an excluded disabled household member whose resources are being considered available to the household, as specified in Section 63-503.44, regardless of the purpose of such transportation.
 - (1) If the physical disability of the individual is not evident to the eligibility worker, verification shall be required.
 - (2) The individual shall be required to provide a statement from a physician certifying that the individual is physically disabled. The disability may be temporary or permanent.
 - (3) There shall be a limit of one vehicle per physically disabled household member.
 - (4) The vehicle need not have special equipment or be used primarily by or for the transportation of the physically disabled household member. However, a vehicle shall be considered necessary for the transportation of a physically disabled household member if the vehicle is specially equipped to meet the specific needs of the disabled person or if the vehicle is a special type of vehicle that makes it possible to transport the disabled person.
- (f) The exclusions in (a) through (d) of this section will apply when the vehicle is not in use because of temporary unemployment, such as when a taxi driver is ill and cannot work, or when a fishing boat is frozen in and cannot be used.
- (g) Previously used by a self-employed household member engaged in farming but not longer used over 50 percent of the time in farming because the household member has terminated his/her self-employment from farming. The vehicle shall continue to be excluded as a resource for a period of one year from the date of termination.
- (h) If the household depends upon the vehicle to carry fuel for heating or water for home use, when such transported fuel or water is the primary source of fuel or water for the household.

63-501

- .522 All licensed vehicles not excluded under Section 63-501.521 shall individually be evaluated for fair market value and that portion of the value which exceeds the current vehicle exclusion limit, as specified in Section 63-501.522(a), shall be attributed in full toward the household's resource level, regardless of any encumbrances on the vehicles. Any value in excess of the current vehicle exclusion limit shall be attributed to the household's resource level, regardless of the amount of the household's investment in the vehicle, and regardless of whether or not the vehicle is used to transport household members to and from employment. Each vehicle shall be appraised individually. The fair market values of two or more vehicles shall not be added together to reach a total fair market value in excess of the current vehicle exclusion limit.
 - (a) For example, a household owning an automobile with a fair market value of \$5,500 shall have the current vehicle exclusion limit (\$4,650 as of October, 1996) excluded and \$850 applied toward its resource level.
- .523 Licensed vehicles shall also be evaluated for their equity value, except for:
 - (a) Vehicles excluded by Section 63-501.521.
 - (b) One licensed vehicle per household, regardless of the use of the vehicle;

FOOD STAMP REGULATIONS ELIGIBILITY DETERMINATIONS

63-501.525

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

- (c) Any other licensed vehicles used to transport household members to and from employment or to and from training or education which is preparatory to employment, or to seek employment in compliance with the employment and training criteria. A vehicle customarily used to commute to and from employment shall be covered by this equity exclusion during temporary periods of unemployment. The equity value of licensed vehicles not covered by this exclusion, and of unlicensed vehicles not excluded by Section 63-501.3(c), (d) and (e), shall be attributed toward the household's resource level.
- .524 In the event a licensed vehicle is assigned both a fair market value in excess of the vehicle exclusion limit as specified in Section 63-501.522(a) and an equity value, only the greater of the two amounts shall be counted as a resource.

HANDBOOK BEGINS HERE

- (a) For example, a second car which is not used by a household member to go to work will be evaluated for both fair market value and for equity value. Based on a vehicle exclusion limit of \$4,650, if the fair market value is \$5,000 and the equity value is \$1,000 the household shall be credited with only the \$1,000 equity value, and the \$350 excess fair market value will not be counted.
- In summary, each licensed vehicle shall be handled as follows: First, it will be evaluated to determine if it is excluded as specified in Section 63-501.521. If not excluded, it will be evaluated to determine if its fair market value exceeds the current vehicle exclusion limit. If worth more than the current vehicle exclusion limit, the portion in excess of the limit for each vehicle will be counted as a resource. The vehicle also will be evaluated to see if it is exempt from equity valuation for reasons such as the household's only vehicle or necessary for employment as specified in Section 63-501.523. If not equity exempt, the equity value will be counted as a resource. If the vehicle has a countable market value of more than the current vehicle exclusion limit and also has a countable equity value, only the greater of the two amounts shall be counted as a resource.

HANDBOOK ENDS HERE

	FOOD STAMP REGULATIONS	
63-501.526	ELIGIBILITY DETERMINATIONS	

63-501

Regulations

.526 Determining Value of Licensed Vehicles

TABLE 1

Step 1 Step 2 Step 3

Totally exclude if: Determine Fair*

Market Value (FMV)

Determine Fair* Determine Equity Value*
Market Value (FMV) if Not Excluded for the
Following Reasons:

- 1. Income producing (over 50%)
- 1. Use Ablue book@ for wholsale basic value
- 1. Excluded under Step 1

- 2. Annually producing income consistent with FMV
- 2. If above cannot be used, then use:
- 2. One car, regardless of use

- 3. Necessary to employment other than daily commuting, e.g., traveling salesman
- \$ Household verification
- \$ Newspaper ad\$ Tax assessment
- \$ Other reliable sources
- 3. Used to accept or continue employment

4. Household home

- uner renable sources
 - 4. Used to seek or attend training or education preparatory to employment

5. Used to transport a physically disabled household member

CALIFORNIA-DSS-MANUAL-FS

MANUAL LETTER NO. FS-93-03

Effective 11/1/93

63-501.526

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

TABLE 1 (Continued)

Step 2 Step 3

Totally exclude if: Determine Fair*

Determine Fair* Determine Equity Value*
Market Value (FMV) if Not Excluded for the
Following Reasons:

- 6. Previously used as income producing by household member self-employed in farming. Exclude for 1 year period from date of termination of self-employment in farming.
- Household depends on vehicle to carry fuel for hearing or water for home use when such fuel or water is the primary source of fuel or water for the household.

IF NONE OF THE ABOVE GO TO STEP 2

COUNT ONLY THE EXCESS
OVER THE CURRENT
VEHICLE EXCLUSION LIMIT
FOR EACH VEHICLE AND IF
THE TOTAL EXCESS DOES
NOT EXCEED THE
HOUSEHOLD'S VEHICLE
EXCLUSION LIMIT THEN
THEN GO TO STEP 3

IF THE FMV AND EQUITY
ARE DETERMINED FOR
ANY ONE VEHICLE, ONLY
THE GREATER OF THE
TWO AMOUNTS SHALL
BE COUNTED TOWARD
THE HOUSEHOLDS
RESOURCE LIMITS

CALIFORNIA-DSS-MANUAL-FS

MANUAL LETTER NO. FS-94-06

Effective 9/1/94

^{*} Equity value equals FMV less encumbrances.

This page is intentionally left blank.

63-501

.53 Handling of Unlicensed Vehicles

Unlicensed vehicles not excluded by Section 63-501.3(c), (d), and (e), and except those on Indian reservations as specified in Section 63-501.52 shall be evaluated for equity value only. The equity value shall be attributed toward the household's total resources.

.6 Transfer of Resources

- At the time of application, households shall be asked to provide information regarding any resources which any household member or ineligible alien or disqualified person whose resources are considered available to the household has transferred within the three-month period immediately preceding the date of application. Households which have transferred resources knowingly for the purpose of qualifying or attempting to qualify for food stamp benefits shall be disqualified from participation in the program for up to one year from the date of the discovery of the transfer. This disqualification period shall be applied if the resources are transferred knowingly in the three-month period prior to application or if they are transferred knowingly after the household is determined eligible for benefits.
- .62 Eligibility for the program shall not be affected by the following transfers:
 - .621 Resources which would not otherwise affect eligibility, for example, resources consisting of excluded personal property such as furniture or of money that, when added to other nonexempt household resources, totaled less at the time of the transfer than the allowable resource limits:
 - .622 Resources which are sold or traded at, or near, fair market value;
 - .623 Resources which are transferred between members of the same household; including ineligible aliens or disqualified persons whose resources are considered available to the household:
 - Resources which are transferred for reasons other than qualifying or attempting to qualify for food stamp benefits, for example, a parent placing funds into an educational trust fund described in Section 63-501.3(h).

63-501

- .63 Notice Requirements
 - .631 In the event the CWD establishes that an applicant household knowingly transferred resources for the purpose of qualifying or attempting to qualify for Food Stamp benefits, the household shall be sent a notice of action denying the application and explaining the reason for the length of the disqualification. The period of disqualification shall begin in the month of application.
 - .632 If the household is participating at the time of the discovery of the transfer, a notice of action explaining the reason for and length of the disqualification shall be sent. The period of disqualification shall be made effective with the first allotment to be issued after the period for timely notice has expired, unless the household has requested a state hearing and continued benefits.
- The length of the disqualification period shall be based on the amount by which nonexempt transferred resources, when added to other countable resources, exceeds the allowable resource limits.

HANDBOOK BEGINS HERE

.641 For example, if a one-person household with \$1,250 in the bank, transferred ownership of a car worth \$5,500, \$1,000 of that transfer would be considered because the first \$4,500 of the car's value is exempt. When that \$1,000 is added to the \$1,250 in the bank and applied toward the \$2,000 resource limit, \$250 is left as excess resources and used to determine the period of disqualification.

Period of

HANDBOOK ENDS HERE

.642 The following chart shall be used to determine the period of disqualification.

Amount in Excess of the

Resource Limit	Disqualification
\$0 to 249.99	1 month
\$250 to 999.99	3 months
\$1,000 to 2,999.99	6 months
\$3,000 to 4,999.99	9 months
\$5,000 or more	12 months

FOOD STAMP REGULATIONS ELIGIBILITY DETERMINATIONS

63-501

63-501 RESOURCE DETERMINATIONS (Continued)

63-501

.65 A transfer of assets to qualify for the Program shall not be treated as a fraudulent action in and of itself. However, concealment and misrepresentation of the assets transfer shall constitute fraud and shall be subject to the intentional Program violation provisions of Section 63-805.

.7 Resources of Nonhousehold Members

The resources of nonhousehold members, as defined in Section 63-402.21, shall be handled in accordance with Section 63-503.45.

.8 Resources of Excluded Household Members

The resources of excluded household members, as defined in Sections 63-402.221, .222, .223, and .224, shall be handled in accordance with Section 63-503.44. The income and resources of excluded household members, as defined in Sections 63-402.225, .226, and .227, shall be handled in accordance with Section 63-503.45.

NOTE: Authority cited: Sections 10553, 10554, 11209, and 18904, Welfare and Institutions Code. Reference: Sections 10554, 18901, and 18904, Welfare and Institutions Code; 7 Code of Federal Regulations (CFR) 272.8(e)(17); 7 CFR 273.2(j)(4); and 7 CFR 273.8(e)(11), (12)(ii), and (18); 7 CFR 273.8(h); Public Law (P.L.) 100-50, Sections 22(e)(4) and 14(27), enacted June 3, 1987; P.L. 101-201; P.L. 101-426, Section 6(h)(2), as specified in United States Department of Agriculture (U.S.D.A.), Food and Nutrition Service (FNS), Administrative Notice (AN) 91-37; P.L. 101-508, Section 11111(b); P.L. 101-624, Section 1715; P.L. 102-237, Section 905, as specified in Federal Administrative Notice 92-12, dated January 9, 1992; Section 2466d., Title 20, United States Code (U.S.C.); 7 U.S.C. 2014(d); 26 U.S.C. 32(j)(5); 42 U.S.C.A. 5122 as amended by P.L. 100-707, Section 105(i); U.S.D.A., FNS, ANs 91-30 and 94-39; Index Policy Memo 90-22, dated July 12, 1990; U.S.D.A., FNS, AN 94-58, dated July 5, 1994; and P.L. 104-193, Sections 810 and 827 (Personal Responsibility and Work Opportunity Reconciliation Act of 1996).